



Administrative Expenses

**Budgeted Personnel and
Services Diverted to a
Substantially Different Use**

**COVID-19 Testing and
Contact Tracing**

**Economic Support (other
than small business, housing,
and food assistance)**

**Expenses Associated with
the Issuance of Tax
Anticipation Notes**

Facilitating Distance Learning

Food Programs

Housing Support

Improve Telework Capabilities of Public Employees

Medical Expenses

Nursing Home Assistance

Payroll for Public Health and Safety Employees

Personal Protective Equipment

Public Health Expenses

Small Business Assistance

Unemployment Benefits

Workers' Compensation

**Items Not Listed Above - to
include other eligible
expenses that are not
captured in the available
expenditure categories**

Total Spent



X

MANAGEMENT AND BUDGET

Please save your report based on the following example:

RochesterCity_August2020

Submit in Excel format to CRAOffice.mmb@state.mn.us seven business days after the end of each reporting period.

Local Government Expenditure Report

Name of Local Government (this will auto populate based on your SWIFT Supplier ID)

APPLETON CITY

Name and Title of Person Filling Out Form

Willie Morales, City Administrator

Email Address

cityadministrator@appletonmn.org

Use the drop down in cell D14 to select "**Interim**" if your agency has any unspent funds and "**Final**" in the box if all available CRF funds have been spent and this will be your final report.

Please submit this report no later than 7 business days after the end of each month to provide the spend status of allotted Coronavirus Relief Funds (CRF), CFDA Number 21.019 awarded by the State of Minnesota.

The covered period for these expenses is March 1, 2020 through November 15 (cities and towns) /December 1, 2020 (counties).

DO NOT USE CRF FUNDS FOR ANY COST INCURRED OUTSIDE THIS COVERED PERIOD.

Coronavirus Relief Fund (CRF) Categories

Describe expenses (links to expenditure category examples are in the green category boxes to the left)

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Economic Hardship Grant for residents

[Redacted]

The Audio System which is used to deliver City Council Meetings remotely has been updated. Given the emergent rising trends of COVID-19, most meetings are now fully remote or a combination thereof. \$15,145.56 of CRF funds were used to pay for a \$19k update.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

25% For FEMA Match for Disinfection Services

Economic Hardship Grant for Small Business Owners

Cities and Towns

Enter the Amount of unspent funds distributed to home county

Enter the name of the home county

Enter the date funds were returned

Cities and Towns in Hennepin and Ramsey Counties

Enter the amount of unspent funds granted to hospitals

Enter the name(s) of hospitals receiving grants of unspent funds

Counties

Enter the amount of unspent funds received from cities and towns

Enter the amount of unspent funds returned to the State of Minnesota

Enter the date unspent funds were returned to the State of Minnesota

Enter the amount distributed to cities and towns with a population under 200

CRF Fund Spending Confirmations

Use the dropdown menu to place an "X" in the cell B78 to confirm that your CRF funding request meets federal guidance:

- (1) as a necessary expenditure to respond to the COVID-19 public health emergency,
- (2) is not accounted for in the current budget,
- (3) expenses were incurred during the covered period. See box C18 for explanation, and
- (4) does not include any ineligible expenses as defined in federal guidance.

0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
7253.72	0.00	0.00	7253.72
15145.56	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
8180.72	0.00	0.00	8180.72

67600.00	0.00	0.00	67600.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
102161.00	0.00	0.00	83034.44
0.00			

0.00			



October, 2020	November, 2020	December, 2020
0.00	0.00	0.00
0.00	0.00	0.00
0.00	3981.00	0.00
0.00	0.00	0.00
0.00	0.00	0.00

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	15145.56	0.00
------	----------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	0.00	0.00
------	------	------

0.00	19126.56	0.00
------	----------	------

October, 2020	November, 2020	December, 2020
0.00	0.00	0.00